County of Tuolumne

Voter’s Choice Act (VCA)

Election Administration Plan
Published: September 25, 2019

Please contact with any questions or comments at:

✉️ 2 S. Green Street, Sonora, CA 95370
📞 (209) 533-5570
✉️ rbergstrom@co.tuolumne.ca.us

For further information, please visit our website:

💻 www.co.tuolumne.ca.us/elections

Deborah Bautista
Tuolumne County Clerk & Auditor-Controller
Introduction

The Tuolumne County Elections Department aims to carry out elections with a spirit of innovation, integrity, accessibility, transparency, and efficient use of taxpayer resources.

Our office is preparing for its implementation of the Voter’s Choice Act (VCA). Under this act, voters will have more choice on how, when, and where they vote. For the March and November elections in 2020, every registered voter in Tuolumne County will receive a vote-by-mail ballot. They may mail it, or drop off their ballots at a Vote Center or in one of our many secure drop-off locations throughout the county. However, if a voter does not want to vote the vote-by-mail ballot, they will also have the option to vote in person. If a voter chooses to vote in person, he/she will no longer be limited to a single polling place on a single day. A voter may go to any vote center location throughout the county; our office will be open 29 days before the election, one vote center will be open ten (10) days before the election and two vote centers will be open three (3) days before the election, and one mobile vote center with variable hours open through Election Day, including weekends. The voters of Tuolumne County will have more choice.

In keeping with our office’s goals, we believe this model will increase election integrity, accessibility, and voter turnout.

In order for Tuolumne County to transition to the VCA model, this Election Administration Plan (EAP) was put together by our office in collaboration with our community. Our EAP describes how we plan to educate the public regarding the choices that come with the VCA model. It includes information about our proposed vote centers and drop-off locations, and how they will operate. With this EAP we hope to provide a clear idea of how our office is planning to administer future elections in Tuolumne County.
Table of Contents

Introduction ......................................................................................................................... 2
Vote Centers ....................................................................................................................... 4
Ballot Drop-off Locations ................................................................................................. 7
Voter Education and Outreach ......................................................................................... 9
Estimated Cost and Savings ............................................................................................. 15
Appendixes ....................................................................................................................... 16
There will be a total of five vote centers available to all voters in Tuolumne County. Below is a list of proposed vote centers. All vote centers will be open for at least eight (8) hours a day. On Election Day, all vote centers will be open from 7:00 am to 8:00 pm. Exact hours of each vote center’s operation will be posted on the Tuolumne County Elections webpage (www.tuolumnecounty.ca.gov/elections) and included in the Tuolumne County Voter Information Guide.


**Vote Center Locations**


**Vote Centers Opening 29 Days Before Election Day**

**Tuolumne County Elections Department**

2 South Green Street  
Sonora, CA 95370

**Vote Centers Opening 10 Days Before Election Day**

**Tuolumne Memorial Hall**

18375 Fir Dr  
Tuolumne, Ca 95383

**Vote Centers Opening 3 Days Before Election Day**

**Groveland Library**

18990 Hwy 120  
Groveland, Ca 95321

**Twain Harte Bible Church**

18995 Twain Harte Drive  
Twain Harte, CA 95383
Mobile Vote Centers

The Tuolumne County Elections Office is implementing a mobile vote center. The hours of operation for this mobile vote centers will be available to the public on the Tuolumne County Elections website and in voting materials sent to voters. Any mobile vote centers will have the same functionality as any established vote center.

A mobile vote center under consideration for the March 2020 election is:

Wilson Realty Building
18125 Main Street
Jamestown, Ca 95327

Map of Vote Centers

See Appendix D for a map of all vote centers in Tuolumne County. See Appendix E for the demographic maps of Tuolumne County.

Vote Center Details


Staffing Vote Centers

Each vote center will tentatively have at least four paid staff members including a vote center supervisor. The vote centers located in Jamestown will have at least one staff member who is fluent in English and Spanish.

Design and Layout of Vote Centers

Vote centers will be designed in a way to ensure each voter has the right to cast a private and independent ballot. Voting equipment and ballot boxes will be placed strategically in the vote center so that they are easily identifiable by voters and can be monitored by vote center staff. See Appendix F for the design and layout of vote centers.
Security and Contingency Plans

Ensuring the Security of Voting

The Tuolumne County Elections Office will ensure the security of voting conducted at vote centers using the following methods and standards:

- Every vote center staff member will be well trained and prepared to assist eligible voters in every way possible.
- Vote center staff will have access to voter information to determine if a voter is properly registered, whether the voter has received a ballot, whether the voter has returned a ballot, and what type of ballot to issue the voter to ensure every eligible voter casts the ballot he or she is eligible to vote in each election.
- Furthermore, electronic rosters will communicate with our election management system which is connected to VoteCal, the official statewide voter registration database managed by the California Secretary of State. VoteCal will track voters across the state and notify vote center staff if a voter is actively registered in another county and if the voter has received and/or returned a ballot in another county.
- Any and all equipment that will be connected to the election management system’s server will be in full compliance with all security measures and regulations (§20158) with the assistance of Tuolumne County Information and General Services staff.
- Each vote center will have equipment, resources, and signage placed strategically to ensure every voter has the opportunity to cast a private and independent vote.
- The Dominion voting equipment will not be connected to any network. All equipment will be sealed with official election seals and will be shut down and locked when vote centers are not open.
- Any and all recorded votes, including paper ballots, CVR ballots, provisional ballots, and vote by mail ballots, will be securely transported to the Tuolumne County Elections Office daily.

Prevention Measures and Potential Disruptions

All elections and vote center staff will be well trained and prepared for potential disruptions at vote centers. The Tuolumne County Elections Office will have an experienced staff on duty to be able to distribute needed replacement materials and equipment. Furthermore, the staff will be equipped to troubleshoot equipment. All vote centers will have tablets in order to connect quickly with the elections department and staff when necessary. See Appendix G for a list of potential disruptions and responses that will be implemented by elections and vote center staff should a disruption occur.
There will be at least five ballot drop-off locations in Tuolumne County. All ballot drop-off locations will be open 28 days before the election through Election Day. All ballot drop-off locations will be open at least normal business hours. The 24-hour ballot drop-off locations will close at 8 pm on Election Day. Exact times of each drop-off location’s operation will be posted on the Tuolumne County Elections webpage.

§4005(a)(1)(A), §4005(a)(10)(I)(vi)(II)

### Ballot Drop-off Locations

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuolumne County Elections Office</td>
<td>2 South Green Street</td>
<td>Sonora, CA 95370</td>
</tr>
<tr>
<td>Sonora Library</td>
<td>480 Greenley Rd</td>
<td>Sonora, CA 95370</td>
</tr>
<tr>
<td>Junction Shopping Center</td>
<td>13775 Mono Way</td>
<td>Sonora, CA 95370</td>
</tr>
<tr>
<td>Word of Life Fellowship</td>
<td>24630 CA-108 Mi-Wuk Village, CA 95346</td>
<td></td>
</tr>
<tr>
<td>Columbia Elementary</td>
<td>22540 Parrotts Ferry Rd</td>
<td>Columbia, CA 95310</td>
</tr>
</tbody>
</table>

Map of Ballot Drop-off Locations

See Appendix D for a map of ballot drop-off locations in Tuolumne County. See Appendix E for demographic maps of Tuolumne County.
Voter Education and Outreach

§4005(a)(10)(l)(i)(VI)

Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters will be making significant efforts to educate the community at large in Tuolumne County regarding the California Voter’s Choice Act (VCA). See Appendix A for publications and other materials regarding voter education and outreach, as well as the reasons for the choice of media sources.

Media and Public Service Announcements


The Tuolumne County Elections Department will use a variety of media and public service announcements in accessible formats to educate the voting-age population in Tuolumne County, to promote the availability of an accessible vote-by-mail ballot and how to request one, and to promote the toll-free voter assistance hotline, (209) 533-5570. Media will include, but not be limited to, newspapers, radio, signs, and social media. The following Tuolumne County media outlets have been chosen with consideration of their target audience, frequency of publication, reach, accessibility, and consultation with the public:

- Newspapers: The Union Democrat
- Radio: KVML, KKBN, KZSQ
- Social Media: Facebook (TuolumneCountyElections) and Twitter (@TuolumneCoElect)
- Movie Advertisement

Significant efforts for educating potential voters through the above-mentioned media will be implemented in December 2020. The Tuolumne County Elections Department believes the best approach would be to educate voters nearer to the March 2020 Election rather than several months prior.

The County of Tuolumne has one local newspaper and a few radio stations. As a result, these will be the media for which voter education and outreach will occur.

Having a Community Presence

§4005(a)(10)(l)(i)(III)

The Tuolumne County Elections Department will educate the voters in Tuolumne County by having a community presence.

One method Tuolumne County Elections will achieve this is by giving talks and presentations at community and social organizations concerning the Voter’s Choice Act. We will also ask these organizations, if possible, to use their newsletters, email lists, social media, websites, and/or events to inform their community. Types of organizations the Tuolumne County Elections Department will reach
out to consist of, but will not be limited to, assisted living facilities, homeowner associations, local businesses, mobile home parks, nonprofits, political organizations, retirement homes, and schools. These organizations will receive official media for purposes of education and outreach from the Tuolumne County Elections Department.

The Tuolumne County Elections Department will put emphasis on the availability of an accessible vote-by-mail ballot and how to request one with key organizations such as Disability Resource Agency (DRAIL).

The Tuolumne County Elections Department has had meetings with the public and will continue to have meetings with community members. The department will also provide materials for or attend local events that are recommended by our staff and community members. Community event attendance will be published on the Elections website when confirmed.

See Appendix C for a list of events of the Tuolumne County Elections Department plans to attend.

### Directly Contacting Voters

§4005(a)(10)(I)(i)(X)

Tuolumne County Elections will make two direct contacts with voters for purposes of informing voters of the upcoming election and promoting the toll-free voter assistance hotline. These contacts will be in addition to other contacts with voters including, but not limited to, voter information guides and the delivery of vote by mail ballots.

One direct contact will be a mailing to registered voters in Tuolumne County informing them that a vote-by-mail ballot will be sent to all registered voters regardless of vote-by-mail preference. The other mailing will be sent after ballots have been mailed informing these voters of their voting options at vote centers, if they would prefer to vote in person, and options for returning their vote by mail ballots.

### Using Resources to Ensure Voters are Informed

§4005(a)(10)(I)(i)(VII)

The Tuolumne County Elections Department will spend the necessary resources on voter education and outreach to ensure that voters are fully informed about the election conducted in accordance with the Voter’s Choice Act.
### Voters with Accessibility Needs

The Tuolumne County Elections Department formed a Voter Accessibility Advisory Committee (VAAC) to establish how to best educate and reach members of the disability community in Tuolumne County regarding the VCA. The committee members are committed to assisting in developing plans to best serve the voters with disabilities in Tuolumne County. Please see Appendix B for materials regarding this committee.

### Educating the Disability Community – Voter Education Workshop

§4005(a)(10)(I)(vi)(ib)

The Tuolumne County Elections Department will be holding one voter education workshop to increase accessibility and participation of eligible voters with disabilities in the Winter of 2019. The date, time, and location of this workshop will be publicly announced at least ten (10) days prior to its scheduled time.

### Accessible Voting Materials and Ballots – Accessible Website

§4005(a)(10)(I)(i)(IV)

The Tuolumne County Elections website will be an accessible website per standards recommended in §2053(b)(4).

The Tuolumne County Elections Department will work with the Tuolumne County Information Services staff to ensure that all election information is available in text-based format on the accessible website.

Information includes, but will not be limited to, a list of the ballot drop-off locations and vote centers with dates and hours they are open, as well as the services available at vote centers. The Tuolumne County Elections Department is also planning a webpage to educate everyone about the accessible voting tools available.

### Accessible Services Available at Vote Centers and Ballot Dropoff Locations

§4005(a)(10)(I)(vi)(X)

Each vote center will have accessible parking available and will be ADA compliant. Vote centers will be surveyed by staff to ensure that each vote center has the equipment and materials needed to be ADA compliant. All vote centers will be equipped with at least three accessible electronic voting machines (Dominion Voting) and have paper ballots available if desired. These electronic voting machines will have the option of an audio ballot and a connection for sip-and-puff technology. Our staff will be trained to assist any voter in the best way possible and the Tuolumne County Elections Department is experienced in using this equipment.

All exterior and interior ballot drop-off locations will be accessible and as near to public transportation routes as possible.
Requesting an Accessible Vote by Mail Ballot

§4005(a)(8)(B)(iii)

All registered voters will receive a vote-by-mail ballot. A postage-paid postcard for the purpose of requesting an accessible vote by mail ballot will be included in the vote-by-mail-ballot materials sent to each voter. Voters needing an accessible vote-by-mail ballot will be able to request one by filling out the included postage-paid postcard and returning it to the Tuolumne County Elections Department or by following instructions posted on the Tuolumne County Elections website. The Tuolumne County Elections Department will be using the Dominion Voting platform to distribute remote accessible vote-by-mail ballots.

Requesting a Replacement Ballot

§4005(a)(10)(I)(ii)

Voters with disabilities can request a replacement ballot two ways: (1) by mail or (2) by visiting any vote center. Voters who would like to request a replacement ballot by mail may do so by following instructions on the Tuolumne County Elections Department website. The last day replacement vote by mail ballots can be mailed is seven days before the election. Voters with disabilities can also visit any vote center to receive a replacement ballot or to vote on accessible voting equipment.

Toll-Free Hotline for Deaf and Hard of Hearing Voters

§4005(a)(10)(I)(vii)

The Tuolumne County Elections Department will have a toll-free TTY hotline for deaf and hard of hearing voters available Monday – Friday: 8:00 am – 5:00 pm and 7:00 am – 8:00 pm on Election Day. The toll-free hotline number will be posted on the Tuolumne County Elections website and in voting materials sent to voters.

Addressing Disparities in Voter Accessibility and Participation

§4005(a)(10)(I)(iii)

After any election that is conducted in compliance with the Voter’s Choice Act, the Tuolumne County Elections Department will make a reasonable effort to address significant disparities in voter accessibility and participation.

The Tuolumne County Elections Department will meet with the Tuolumne County VAAC to address and discuss any issues that ensued during the election. Furthermore, the Tuolumne County Elections Department will survey all vote center staff to evaluate and address any disparities regarding voter accessibility and participation.
Language Minority Communities

The Tuolumne County Elections Department formed a Language Accessibility Advisory Committee (LAAC) to establish how to best educate and reach the language minority communities in Tuolumne County regarding the VCA.

Bilingual Voter Education Workshops

§4005(a)(10)(I)(i)(VI)(ia)

The Tuolumne County Elections Department will be holding a bilingual voter education workshop to increase outreach and the participation of Tuolumne County’s Spanish-speaking community in December 2019. The date, time, and location of these workshops will be publicly announced, in English and Spanish, at least ten (10) days prior to their scheduled time.

Media and Public Service Announcements


Tuolumne County does not have any media outlets that are specific to the Spanish speaking population. Therefore, the Tuolumne County Elections Department and LAAC is establishing a list of community partners that can assist with educating the Spanish-speaking communities in Tuolumne County. This will primarily be done through the distribution of educational material in Spanish. How community partners will distribute Spanish educational material will be at their own discretion, but the Tuolumne County Elections Department has and will recommend including material in emailings, newsletters, and distributing flyers at public events they attend or through their daily operations.

Public service announcements for purposes of informing voters and promoting the toll-free voter assistance hotline will be posted in Spanish in The Union Democrat.

Several Spanish radio stations have been brought to the attention of the Elections Department, but none of them are based in Tuolumne County or target its residents. The primary issue with advertising through these stations will be confusing to non-residents with information addressed to Tuolumne County residents. It was concluded that advertising through non-local outlets would be detrimental to counties that are not adopting the new election model.

Spanish Toll-Free Voter Assistance Hotline

§4005(a)(10)(I)(vii)

The Tuolumne County Elections Department will provide a toll-free voter assistance hotline for Spanish speakers in Tuolumne County. This hotline will be operational 29 days before the election through 5:00 pm the day after the election. The number for this hotline will be posted on the Tuolumne County Elections website and in voting materials sent to voters.
## Spanish Educational Material

The Tuolumne County Elections Department will distribute educational material in Spanish provided by California’s Secretary of State through other organizations that opt to use it in their outreach.

## Identifying Language Minority Voters

§4005(a)(10)(I)(i)(V)

The Tuolumne County Elections Department identifies language minority voters by their language preference indicated on voter registration forms. Minority language voters may also email or call the Tuolumne County Elections Department to designate their language preference. We collect and store this data in our election management system. Furthermore, we receive information about the language minority communities from the United States Census Bureau.
The Tuolumne County Elections Department has determined that costs will exceed savings with the first implementation of the VCA. However, the Tuolumne County Elections Office predicts that over time, conducting elections in accordance with the VCA will encourage savings based on evidence from Colorado who implemented a similar elections model. According to a report published by The PEW Charitable Trusts, election costs declined 40% on average after the implementation of Colorado’s Voter Access and Modernized Elections Act of 2013.

Estimated short-term costs include purchasing ballot on demand printers for all vote centers that will enable staff to print all ballot types within the county for that election. Included in short-term costs are the purchasing of tablets for vote center staff to have the ability to process voters directly in the election management system. Additional short-term costs include, but are not limited to, secure internet connections at all vote centers, extensive training for staff, purchasing of ballot drop boxes, and facility rentals.

Anticipated long-term savings include decreased costs for equipment, including the purchase of new equipment and equipment maintenance, ballot printing, and labor.
### Appendix Table of Contents

**Publications and Media Outreach**  
- Description of Publications and Media  
- Article in *The Union Democrat*  
- Radio Interviews  
- Voter’s Choice Act Flier

**Public Meetings and Community Group Presentations**  
- Public Meetings and Community Group Presentations  
- Voter’s Choice Act Public Forum Invitation – Voter Accessibility  
- Voter’s Choice Act Public Forum Invitation – Language Accessibility  
- List of Community Groups

**Joint VAAC/LAAC Committee**  
- Description of Joint VAAC/LAAC Committee  
- Joint VAAC/LAAC 07/24/2017 Agenda  
- Joint VAAC/LAAC 07/24/2017 Summary  
- Joint VAAC/LAAC 08/28/2017 Agenda  
- Joint VAAC/LAAC 08/28/2017 Summary  
- Joint VAAC/LAAC 09/25/2017 Agenda  
- Joint VAAC/LAAC 09/25/2017 Summary  
- Joint VAAC/LAAC 08/12/2019 Agenda  
- Joint VAAC/LAAC 08/12/2019 Summary  
- Joint VAAC/LAAC 09/09/2019 Agenda

**Map of Proposed Voter Center and Drop-off Locations**  
- Vote Centers Map  
- Ballot Drop-off Locations Map
Criteria for Choosing Vote Centers and Ballot Drop-off Locations

Maps of Population Distribution
Maps of Voter Registration
Maps of Vote-by-mail Usage
Maps of Vote-by-mail Returned by Hand
Maps of Public Transportation
Maps of Income Density

Design and Layout of Vote Center

Potential Disruptions
Publications and Media Outreach

Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters will be making significant efforts to educate the community at large in Tuolumne County regarding the California Voter’s Choice Act (VCA).

The following pages include publications and media material regarding the California Voter’s Choice Act which has already appeared in the County of Tuolumne regarding the VCA implementation in 2020.
Tuolumne County to implement new voting system in 2020 elections

The sacred act of voting will be a little different for Tuolumne County residents in the 2020 elections, though officials are hoping the changes will make it easier and reduce costs.

The county Elections Office will implement the new system under the California Voters Choice Act beginning with the March 3 presidential primary election, after deciding not to do so in the 2018 elections because of a lack of funding.

County Auditor-Controller Debi Bautista, who also serves as the county clerk and registrar of voters, explained that the state has provided funding this year to purchase the new equipment needed to implement the system.

Bautista said the office’s budget for new equipment in the current fiscal year is about $290,000, which will be offset by $250,000 from the state and additional grants that she can retroactively use for purchases in past years.

All registered voters under the new system will receive a vote-by-mail ballot that they can cast at any designated “vote center” prior to or on election day, as opposed to going to an assigned polling location only on the day itself.
There will also be conveniently located drop-off locations throughout the county.

The goal is to make voting more accessible for everyone and boost participation by modernizing and streamlining the process. Bautista said it should also speed up the tallying of results and reduce costs to the county after the first year.

Bautista said the additional costs in the first year are mainly associated with outreach to inform the public about the changes.

“There are some one time costs in the budget this year for outreach and meetings that we won’t have to do in the future,” she said.

One of the chief savings in future years will be from the reduced number of polling locations and workers required for them. There were 27 stations throughout the county in the November 2018 election requiring more than 100 paid workers.

The county has scheduled a voting accessibility forum at 6 p.m., Aug. 29, and a language accessibility forum at 6:30 p.m. Aug. 29 to educate people about the new system and get feedback.

The forums will be held in the county Board of Supervisors chambers on the fourth floor of the County Administration Center at 2 S. Green St., Sonora.

Tuolumne County typically sees a higher turnout of registered voters than most others in the state about 70 to 80 percent depending on the election cycle. In the November 2018 election, more than 75 percent of the 31,999 registered voters cast a ballot.

About 63 percent, or 20,217 of the county’s registered voters, cast a vote-by-mail ballot in the November 2018 election. Statewide, 65 percent of all California voters cast a vote-by-mail ballot.
Radio Interviews

As of the publishing of the Election Administration Plan, both Deborah Bautista, County Clerk & Auditor-Controller, and Robbie Bergstrom, Assistant County Clerk, have performed on two radio interviews.

Interview for MotherLode Views with BJ Hansen

Both Deborah Bautista and Robbie Bergstrom were interviewed about the Voter’s Choice Act by BJ Hansen for the radio show MotherLode Views on September 12, 2019. The show was broadcast multiple times on Saturday, September 14 and Sunday, September 15, 2019. It is still available on the websites archives.

Interview for KAAD with Patti Cherry

Both Deborah Bautista and Robbie Bergstrom were interviewed about the Voter’s Choice Act by Patti Cherry for a radio show to be broadcast on September 11, 2019. At the time of the interview, the show did not yet have a scheduled date of broadcast.
Tuolumne County is implementing a new election model

**CHOOSE HOW YOU VOTE**

**VOTE BY MAIL**
- ways to return your VBM ballot:
  - postage paid return envelope
  - official ballot dropbox
  - any vote center

**VOTE IN PERSON**
- services provided at Vote Centers:
  - open up to 10 days before election day
  - new & more accessible voting equipment
  - same day voting & conditional registration
Election Security Measures

Election security is becoming more and more a topic of discussion with the public. We understand securing our electoral process is key to ensuring trust in our voters. Below are general measures taken by your local elections office and state to protect our right to vote.

**Voter Registration**

Many steps are taken to keep our voter registration records current. For example:

- When a person registers to vote, their information is compared against the databases of the Department of Motor Vehicles and the Social Security Administration.
- Our system is looking for duplicate records daily both locally and statewide.
- We update registration addresses based on many sources, including USPS Notifications, DMV Files, and undeliverable mail.
- If a person passes away, we are notified by both State and local agencies. We even comb the obituaries to alert us to any updates needed.

**Voting process and machine security**

- Whenever a person wishes to vote, we first verify they are a registered voter as well as verify they have not yet voted.
- The Vote Center’s electronic rosters will be communicating under an invisible hotspot at the location.
- All voting machines, once coded and tested, are sealed. They are not connected to the internet and have no outside connectivity. The machines will be under view of the Vote Center employees.
- After every election, we perform an audit of 1% of the precincts. We perform a visual count to verify the machine count matches.
Deborah Bautista, Tuolumne County Clerk/Auditor-Controller/Registrar of Voters, has been making significant efforts to educate the community at large in Tuolumne County regarding the California Voter’s Choice Act (VCA).

To benefit the voting public and community as a whole, and as required by Election Code §4005(a)(10), the Elections Department has begun the steps to communicate with the public concerning our plan to implement the Voters Choice Act.

This includes public meetings, releasing of this document, our Election Administration Plan, and presentations at various community groups and organizations.
Voter’s Choice Act – Voting Accessibility
Consultation Agenda

Location and Time
County Administration Center
2 S. Green St, 4th Floor
Sonora CA 95370
August 29, 2019
6:00 pm

Agenda
1. What is the Voter’s Choice Act?
2. Differences between the old and new election model
3. Technology to assist voters
4. Locations
   A. Criteria for choosing a location
   B. Locations under consideration
5. Budget
6. Addressing security concerns
Voter’s Choice Act – Language Accessibility
Consultation Agenda

Location and Time

County Administration Center
2 S. Green St, 4th Floor
Sonora CA 95370

August 29, 2019
6:30 pm

Agenda

1. What is the Voter’s Choice Act?
2. Differences between the old and new election model
3. Outreach methods
4. Locations
   A. Criteria for choosing a location
   B. Locations under consideration
5. Budget
6. Addressing security concerns
List of Groups for Community Outreach

Presented

- Board of Supervisors Meeting
- Public Health Department, 07/26/2019
- Joint Republican Women’s Caucus and Central Committee, 08/26/2019
- Candidate Filing Class, 08/27/2019
- Public Consultation Meeting, 08/29/2019
- Mother Lode Citizen Connect, Voter Registration Training, 09/19/2019

Scheduled

- Tuolumne League of Women Voters, 10/05/2019
- Kiwanis Club, 10/11/2019
- Summerville High School, 10/22/2019 - 10/23/2019
- Sonora High School, 10/28/2019 - 10/29/2019
- Democratic Women’s Coalition, 11/07/2019
- California Retired Teachers Association, 11/18/2019

Proposed

- County Departments
- Rotary Club
- Lions Club
- Elks Lodge
- Moose Lodge
- American Legion Hall
- Veterans of Foreign Affairs 4748
- Twain Harte Soroptimists
- Central Committee – Democratic
- State of Jefferson
• Senior Centers
• Superintendents of Schools
• Chamber of Commerce
• Deputy Sheriff Association
• Homeowners Associations
• Habitat for Humanity of Tuolumne County
• Helping Hands
• Junction Merchant Association
• Pine Mountain Lake Aviation Association
• Power Women of Groveland
• Unitarian Universalist Fellowship of Tuolumne County
• Sierra Women’s Foothills Club
• Tuolumne County Realtors
• Tuolumne County Cattlemen’s Association
• Tuolumne County Farm Bureau
• Tuolumne County Land
• Tuolumne County Visitors Bureau
• Tuolumne County Women’s Network
• Tuolumne River Trust
• Tuolumne Toastmasters
The Joint Voting and Language Accessibility Advisory Committee (VAAC/LAAC) is designed to advise, assist, and provide recommendations for how to best communicate with and educate the members of the disability community, communities with limited English proficiency, and the public in general, with details of the Voter’s Choice Act.

The Joint VAAC/LAAC is composed of individuals well connected to the communities and committed to assist in developing a plan to best serve all citizens of Tuolumne County.
This map shows the population density in Tuolumne County. The population density was calculated from dividing the population by square mile in each precinct.

**Note that the prison will show as the most densely populated area.**
This map shows the density of Tuolumne County residents who are registered to vote within each precinct. This density was calculated from dividing the total registered voters in each precinct by square mile.
The vote-by-mail (VBM) density was estimated by dividing the number of VBM voters by square mile in each precinct.

Vote By Mail Density

- 0% - 50%
- 51% - 70%
- 71% - 80%
- 81% - 90%
- 91% - 100%
Density Of VBM Ballots Returned By Hand According To Precinct In Tuolumne County

This map shows the density of voters who returned their vote by mail (VBM) ballots in by hand. The density was estimated by dividing the percentage of VBM hand deliveries by square mile in each precinct.
Average Household Income By Census Block Group In Tuolumne County

Highways and Main Roads
- Main Roads
- Highways

Income Density*
- 0 - 741
- 742 - 1963
- 1964 - 4973
- 4974 - 9837
- 9838 - 17713
- 17714 - 22845
- 22846 - 32744
- 32745 - 49607
- 49608 - 86240
- 86241 - 240752

*Income Density is estimated by dividing the average household income by square mile in each block group.
## Potential Disruptions at Vote Centers

<table>
<thead>
<tr>
<th>Potential Disruption</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Election management system goes down</strong></td>
<td>Vote center manager will notify elections office. If disruption is only at a specific vote center and lasts longer than 30 minutes, or any significant amount of time depending on amount of voters present, voters will be directed to another vote center or given the option to vote provisionally. If disruption is county-wide, vote center staff can issue provisional ballots via electronic voting equipment OR sample ballots OR paper ballots (if possible) in provisional envelopes if staff is able to determine correct ballot type or precinct for voter. Keep paper record of all voters and information to enter into DIMS once system is back up and running. Elections central will contact vendor right away and resolve the issue as soon as possible.</td>
</tr>
<tr>
<td><strong>Power outage</strong></td>
<td>Vote center manager will notify elections office. If power outage lasts longer than 15 minutes, direct voters to another vote center. Public will be notified via website, phone message, news, radio, social media, etc.</td>
</tr>
<tr>
<td><strong>Weather</strong></td>
<td>Vote center manager will notify elections office. If a vote center is unreachable or unsafe due to weather, a back-up vote center will be contacted and will be set up immediately for use. Public will be notified via website, phone message, news, radio, social media, etc.</td>
</tr>
<tr>
<td><strong>Fire or Other Disaster</strong></td>
<td>All staff and voters must first be evacuated safely. Vote center manager will notify elections office. If time allows, vote center staff will do the following in order: (1) securely remove all voted ballots from the facility (VBM, memory cards from equipment, paper ballots from ballot box, CVR ballots), (2) secure/shut down all computers accessing election management system (3) secure/shut down all voting equipment, and (4) remove any computers/equipment if possible. Elections office will notify public via website, phone recording, news, radio, social media, etc., and inform public of alternate vote centers. A replacement vote center will be set up as soon as possible.</td>
</tr>
<tr>
<td><strong>Voting equipment stops working</strong></td>
<td>While vote center manager resolves the issue, paper ballots can be issued to voters. Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, vote center manager will contact Elections staff for replacement equipment.</td>
</tr>
<tr>
<td>Potential Disruption</td>
<td>Response</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Ballot on demand stops working</td>
<td>While vote center manager resolves the issue, electronic ballots can be issued to voters. Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, elections office or vote center manager will contact vendor for customer support.</td>
</tr>
<tr>
<td>Internet connection goes down</td>
<td>Vote center manager will follow troubleshooting instructions provided in vote center manual for staff. If unable to resolve, vote center manager will contact elections office. If still unable to resolve, elections office or vote center manager will contact county information services or internet provider for customer support. If internet outage lasts longer than 15 minutes, vote center staff can issue provisional ballots via electronic voting equipment or sample ballots or paper ballots (if possible) in provisional envelopes. Vote center staff will keep paper record of all voters and information for elections staff to enter into DIMS at elections office. If internet outage lasts longer than one hour, or any significant amount of time depending on amount of voters present, voters will be directed to another vote center. Public will be notified via website, phone message, news, radio, social media, etc.</td>
</tr>
<tr>
<td>Suspicious person or object</td>
<td>Vote center manager will contact security authorities depending on the situation.</td>
</tr>
<tr>
<td>Vote center employees don't show up</td>
<td>Vote center manager will contact elections office to find a replacement staff for the vote center. A list of trained backup staff will be maintained by the elections office.</td>
</tr>
<tr>
<td>Vote center is unusable</td>
<td>If the vote center is unusable for any reason, vote center manager will notify the elections office. A list of backup vote centers will be maintained by the elections office. Elections staff will assist vote center staff in moving and setting up the new vote center. Public will be notified of a change of location via website, phone message, news, radio, social media, etc.</td>
</tr>
</tbody>
</table>